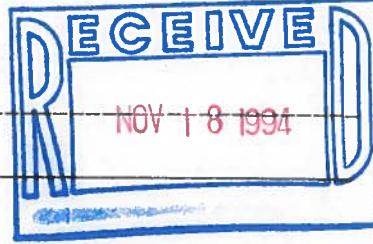


MINUTES FORM
Please send a copy after each meeting to Town Hall



MINUTES OF _____ Meeting of Cemetery Commissioners _____

Meeting posted: x yes, _____ no

Date: October 12, 1994 Time: 7:30p.m. Place: Kennedy Service Building, Woodlawn Cemetery

Members present: W. E. C. George, B. Conant
also present: D. Charter, D. Lee, N. Howell, A. Warner

Absent: E. Bailey

1. Meeting began at 7:35p.m.

2. Minutes of the September 14th meeting were accepted as submitted

3. Youth Soccer Update - Alan Warner

The well is in, the pump has a circuit breaker so that the system shuts down if the pump starts to overheat. The sprinkler system runs on a timer presently set to operate for 15 min. cycles starting at 9:00 a.m., every Mon., Wed., and Fri. There are 11 zones, so the complete cycle takes about 2 3/4 hours.

During the summer months, the system will probably be set to run every day
Dean and Dave have keys to the control box

Stamski & McNary have started the plan of the water line layout and location of the sprinkler heads, a copy of which will be given to the Cemetery Dept. for their records

Kurt Dawson cleaned up the work area around the pump

The Youth Soccer League is going to do the same kind of irrigation at Flerra Field in Boxborough
Mr. Warner discussed the need for additional active recreational land in Acton. It was noted that there are presently @ 1,400 acres of conservation land in the Town, and without including school fields, @ 25 acres of active recreation land.

Mr. Warner expressed his hopes that the Town seriously consider acquiring the following pieces of property for use as active recreation areas:

The Morrison property, which abuts Woodlawn Cemetery on Concord Road

The property west of Wetherbee Road, with which the Town has an agreement with the State Property in N. Acton, off of Quarry Road

Property on east side of Arlington St., owned by the inhabitants of the Town of Acton

4. Don Johnson's memo, re: October 19th public meeting to hear plans for the reconstruction of the Route 27 Railroad Bridge and to solicit public discussion and comment, was distributed to the Commissioners

5. Section 14 Up-Date

Purchase Orders have been signed for piping and faucets; gate valve and installation; and pipe to bring water main from the gate valve to the section 14 side of the stone wall

From funds appropriated from the Cemetery Land Fund, the Highway Department will purchase and install: the two catch basins and connect them by pipe, the meter pit, the balance of the pipe for the water main, excavate for and install the water lines and faucets, prepare and hot-top the roads, rough-grade the entire cleared area, supply and spread the layer of silt, and spread the loam

Four of the stakes with grade markings, placed by the engineering firm, have been broken by youths riding bicycles in the area

Due to delays in progress of work, extension of the water main, and adding a layer of silt beneath the loam, at the April Town Meeting, we will have to ask for a transfer of an additional \$15,000.00 from the Cemetery Land Fund to fertilize and lime the entire area, purchase and plant the grass seed, roll the entire area, and purchase and plant the trees and shrubs as shown on the revised section design. Section 14 will then be ready for sale of lots and interments.

6. Department Reorganization

Dean reported that there are no changes to date

7. Follow-up

The York Rake has been delivered

Giant Vac has been ordered and should be ready for delivery October 21st.

We have had to assemble the old vac to assist in clean-up of West Acton Center for the Octoberfest activities

8. New Business

A young couple requested use of the Chapel for a wedding on December 30. When informed that because of the expense of bringing the heat up to a comfortable level during the winter months and the unpredictability of snow storms, we do not allow weddings after the weekend prior to Thanksgiving through March. When the couple left the office, they went to the Town Clerk's office, the Town Manager's office, and Dean Charter's office. He suggested they come to this meeting to present their request for reconsideration of our policy. They did not appear. The subject has been put aside at this time.

Budget

The following Capital Request items submitted by the Dept. of Municipal Properties were discussed:
Using the existing Bond Authorization to erect a storage building adjacent to the Kennedy Service Building

Replacing the Cemetery Dept. pick-up truck (over 101,000 miles) with a 1-ton dump truck - to be funded 1/2 from the Town and 1/2 from Cemetery Trust Funds. The Commissioners voted to expend up to \$14,000.00 from the New Perpetual Care Fund for 1/2 of the cost of a new 1-ton dump truck, to be expended over a two-year lease purchase plan.

Repair of the curve on Concord Road

The following Capital Request items submitted by the Cemetery Department were discussed:

Replacement of the 26 year old, 1,000 gal. in-ground fuel tank at the Kennedy Service Bldg. with three 275 gal. above-ground tanks enclosed in a cement block building, at a cost of \$6,000.00 from the General Fund

Replacing the access road, damaged by tree roots, and the parking lot at the Kennedy Service Bldg., which, due to a poor base, we have been unsuccessful in attempts to drain. In the winter, the water that collects freezes and becomes an on-going hazard, because the rear of the building never gets the possible melting benefits of the sun. Work to be done by the Highway Dept. for the requested sum of \$10,796.00 from the General Fund.

Replacing the riding mower in fy 97 at a cost of \$7,800.00 from Cemetery Trust Funds

Replacing two of the self-propelled mowers in fy 98 at a cost of \$7,400.00 from Cemetery Trust Funds

Repair and/or rebuilding stone walls and gateposts at the cemeteries in fy 98 at a cost of \$10,000.00. At this time this work has not been adequately planned or funded.

10. Vandalism

Motor vehicular turf damage at Mount Hope Cemetery, was reported to the Police Dept. and the Town Manager's office. Turf repairs have been made.

11. There will be a special Commissioners Meeting Friday, October 21, at 1:00 p.m., at the Kennedy Service Bldg., to discuss Cemetery Trust Funds to be applied to Department salaries.

12. November 9th meeting will be held as scheduled

13. Meeting adjourned at 9:05 p.m.